

**TOWN OF MOUNT DESERT**  
**Application for a Public Right-of-Way Opening Permit**

**Property Owner:**      Name \_\_\_\_\_  
   Address \_\_\_\_\_  
   Telephone Number \_\_\_\_\_

**Applicant:**              Name \_\_\_\_\_  
   Address \_\_\_\_\_  
   Telephone Number \_\_\_\_\_

**Work Location:**      Address \_\_\_\_\_  
   Village \_\_\_\_\_  
   Map \_\_\_\_\_ Lot \_\_\_\_\_

Public Right-of-way width of roadway or street (contact town official): \_\_\_\_\_.

Type of work: \_\_\_\_\_  
\_\_\_\_\_

**Sketch:** Attach a sketch of proposed opening on the attached 8 ½" X 11" sheet showing the dimensions used to calculate the Opening Permit Fee to be calculated on page 2.

Reason for work: \_\_\_\_\_

Who will perform work: \_\_\_\_\_

Estimated Schedule:      Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Does this work require a Town of Mount Desert Location Permit? \_\_\_\_\_

Total Permit Fee: (from next page) \_\_\_\_\_

By signing this application, the Applicant agrees to conform to the terms of the Town of Mount Desert's Public Right-of-Way Opening Ordinance in affect at the time of issue of the Public Right-of-Way Opening Permit.

Applicants Signature \_\_\_\_\_ Date \_\_\_\_\_

***Town Use Below***

Opening Permit Number \_\_\_\_\_

Reviewed By: \_\_\_\_\_ Initials \_\_\_\_\_ Date \_\_\_\_\_

Code Enforcement Officer \_\_\_\_\_

Public Works Director \_\_\_\_\_

Fee of \$ \_\_\_\_\_ collected this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

by \_\_\_\_\_.  
Town Official Signature

(The town officials signature modifies this document from an Application for a Public Right-of-Way Opening Permit to a Public Right-of-Way Opening Permit.)

**Public Right-of-Way Opening Permit Fee Calculation**

Permit Fee Calculation			
Surface Type:	(A) Unit Cost	(B) Estimated Impact (Number of units)	Impact Value (A) X (B)
Paved roadway	\$7.50 per SY <sup>3</sup>	Article 2. SY	\$
Article 3. Paved sidewalk	\$5.00 per SY	Article 4. SY	\$
All curbing <sup>1</sup>	\$7.50 per LF <sup>3</sup>		\$
Row-of-way area <sup>2</sup>	\$5.00 per SY	Article 5. SY	\$
Article 6. Concrete areas	\$25.00 per SY	SY	\$
Total Opening Permit Fee (Sum of all Impact Values) Minimum fee = \$150.00			\$

<sup>1</sup> Curbing fee is for removing and resetting existing curbing or for replacing damaged or destroyed curbing with curbing of the same materials.

<sup>2</sup> Area located between existing edge of roadway or sidewalk pavement and the outer limit of the public right-of-way. Might be gravel shoulders, grass, brush, etc.

<sup>3</sup> SY = square yards; LF = lineal feet

**1. All openings of any kind made in the pavement of any Town public way or parking lot with a paved surface under this opening permit:**

- shall be temporarily repaired with a minimum one 2-inch (2") layer of cold patch within 24 hours of the opening being made and unless other arrangements are agreed upon in advance with the Director and
- permanently repaired with pavement within 14 calendar days of the opening being made provided the nearest pavement plant is in operation. If it is not, the cold patch trench repair will suffice until the hot mix plant is open. The cold patch shall be replaced with pavement within 14 calendar days after the nearest hot mix plant is open for business.
- All work is to be performed in conformance with the Town of Mount Desert's Public Right-of-Way Opening Ordinance in affect at the time of issue of the Public Right-of-Way Opening Permit.

**2. Heavy equipment with metal tracks, including but not limited to, excavators and bulldozers, of any size:**

- Shall not be unloaded directly from a trailer onto pavement of any Town public way or parking lot with a pavement surface. The pavement must be protected by rubber tracks on the equipment, plywood, or other means to prevent scarring or other damage to the pavement.
- Shall not be driven or "walked" on the pavement bituminous concrete (hot mix pavement) of any Town public way or parking lot with a pavement surface. The pavement must be protected by plywood or other means to prevent scarring or other damage to the pavement.

### **3. Sketch required.**

The purpose of the sketch is to show the location of the proposed opening in relation to the public right-of-way and the approximate depth of the asset being installed or worked on can be located at a later date. It is not necessary to sketch to scale but a minimum of two accurate swing tie locations ~~relative to~~ from reference points such as fire hydrants, utility poles or intersections to the road opening is required. The sketch also must show the right-of-way width, the width of the traveled way (the pavement), a “North” arrow, street names, and approximate depth from surface of the pavement to the asset being installed or worked on. A marked-up site plan showing the necessary information is acceptable.

Please provide the sketch on the next page or make reference on the next page that the applicant is providing a formal site plan showing the required information.